

## Questions and Answer Document I

### Questions submitted to Wisconsin Department of Health Services in response to the Consumer/Peer Support and Statewide/Community Leadership Development Grant Request for Proposal RFPG # 1746 DMHSAS-JH

Question	Question	Answer	DHS Answer
1	Are there negotiable timelines for activities due to the lateness of the RFP in the year and the contract starting on January 1?	1	Yes. Please reflect your plans in your RFP.
2	Are there negotiable timelines to recruit staff and set up logistics for meetings stated in the RFP?	2	Yes. Please reflect your plans in your RFP.
3	Are there startup funds to purchase items needed for the grant?	3	There are no separate funds available for startup. However, if there is a need to include items for a one time purchase, that should be delineated in the budget and justification. For example, if there is a delay in beginning activities in the first quarter of the granting cycle due to startup needs, there may be dollars within the overall budget that would then be available for one time purchase.
4	There is no mention of cost for accommodations, how should that be handled?	4	That was not specifically discussed in the RFP. Proposers can discuss in their proposal and budget or can be handled in the contracting process.
5	Why is the RFP so prescriptive? Is there any room for creativity? What is we have a better idea of how to accomplish the outcome?	5	The RFP is written in a way to communicate to potential Proposers what the Bureau needs to accomplish the outcomes and a way that the Bureau believes will be a good way to accomplish the tasks. RFPs are written to

			clearly communicate what the Bureau's plans and goals are to give the Proposers needed information so there are no surprises at the time of contract. The Proposals are evaluated on the criteria listed in Section 3.3 in relation to 5.0 and 6.0. The Proposer will need to use their best judgment on how their proposed program fits within the requirements listed in those sections. When giving a creative response to an RFP or if there is a deviation from the requirements, it is best if the Proposer gives an explanation for it.
6	How much of the state-wide consumer fund gets spent annually?	6	The consumer fund is \$25,000. Each year there is an annual budget developed for those funds. The Proposer and the Bureau will work together to develop that budget. A portion of the \$25,000 may be used for consumer participation, paying consumer expenses to attend the Leadership Training portion of the RFP and potentially other consumer expenses related to other portions of the RFP. You may have a separate line item (category) for the \$25,000 expense.
7	I didn't see anything in the RFP about the annual conference. Will that no longer be supported by this grant and if not will it be discontinued?	7	The RFP funds a "Statewide Annual Collaboration Meeting that will bring together the CLTP graduates and the CORC leadership and create a network of peers that will support consumers to become empowered in recovery and to develop and enhance meaningful participation in systems transformation efforts at local, regional and state levels" only.